

**BY ORDER OF THE COMMANDER
42D AIR BASE WING (AETC)**

AF MANUAL 23-220

MAXWELL AFB SUPPLEMENT 1



6 MARCH 2003

Supply

REPORTS OF SURVEY FOR AIR FORCE PROPERTY

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: MSD-Supply/LGSP

(Mr Steve Siewert)

Supersedes AFMAN 23-220/MAFBS 1, 5 Oct 01

Certified by: MSD-Supply/LGS

(Mr Richard H. Barnes, Jr.)

Pages: 2

Distribution: F

AFMAN 23-220, 1 July 1996, is supplemented as follows. A star (★) indicates changes since previous edition.

5.3.2. Unit commanders ensure all actions are completed on blocks 1-12g of DD Form 200, **Financial Liability Investigation of Property Loss**, and returned to the base ROS program manager. The mandatory time frame starts when loss or damage is discovered and ends when the responsible officer signs and dates the ROS. Unit commander submits a late letter explaining the reasons why the ROS was not completed within the mandatory time frames.

7.4.2. Investigating officers use AF Form 1168, **Statement of Suspect/Witness/Complainant**, when obtaining statements.

7.4.10.2. Recommendation includes whether or not the individuals are to be held financially liable and rationale for the recommendation.

7.4.10.5. (Added) (MAFB) Investigating officers for active duty units will hand carry completed ROS package to base ROS program manager.

8.4.1. The Wing Commander (42 ABW/CC) designated the Commander and the 42d Logistics Group Commander (42 LG/CC) as the approving authority for ROS.

9.1. The Resource Advisor, 42d Logistics Group (42 LG/CCR), is the appointing authority for ROS.

★10.2.2.5. The Report of Survey Manager (MSD-Supply) has been delegated responsibility for administering the ROS program.

11.9.1.1. Base ROS program manager requests a monthly departure listing from 42 MSS/DPMA and screens it against pending ROS investigations.

13.2.4. Base ROS program manager briefs the financial liability officers before they begin their investigation.

16.1.6.4. Five days for HQ AU/FMF to forward one copy of the completed DD Form 362, **Statement of Charges/Cash Collection Voucher**, or DD Form 1131, **Cash Collection Voucher**, to the base ROS program manager when document contains the statement "Used instead of ROS."

16.1.6.4.1. (Added) (MAFB) If individuals are prepared to pay for the loss or damage at that time, the individual's organization prepares appropriate payment documents. Individual hand carries the payment documents to HQ AU/FMF for processing and returns a stamped copy signed by the Disbursing Officer or designee to equipment custodian (for equipment or supply items) or the vehicle control officer (for vehicle damage) and one legible copy to the base ROS program manager. Voluntary payment documents must contain the statement "Used instead of a ROS" and include the signature of the responsible party with signature block and title.

16.1.6.4.2. (Added) (MAFB) If individuals accept pecuniary liability but are unable to pay for the items at the present time and wish to have the restitution withheld from their pay, the unit commander and individual contact HQ AU/FMF for procedures.

RICHARD H. BARNES, JR.
Chief of Supply